

ARIZONA GEOGRAPHIC INFORMATION COUNCIL
(AGIC)

The next Board meeting will be held in PHOENIX on Thursday, November 3, 1994.

CALL TO ORDER - The Executive Management Board of the Arizona Geographic Information Council (AGIC) met on **Thursday, September 1, 1994** in the basement Auditorium of the Arizona Department of Administration (ADOA)/Arizona State Land Department (ASLD) facility located at 1616 W. Adams Street, in Phoenix. The meeting was convened at 1:36 p.m. by Seth Franzman, President of AGIC's Executive Management Board.

Having had everyone introduce themselves, Mr. Franzman said he was glad to see that there was a quorum at this meeting. He explained that the Board was unable to vote or take any official action at the previous meeting because there was not a quorum. As a result, formal votes still needed to be taken on some of the items that were discussed in Flagstaff.

APPROVAL OF MINUTES - Steve Wing moved that the minutes from the May 5 meeting be approved, and Steve Foley offered a motion in favor of accepting the July 7 meeting minutes. The motions were seconded by Gary Snyder and Steve Wing, respectively, and met with unanimous support from all other members present.

BUDGET - Lynn Larson distributed budget updates, which were relatively short and easy to read, thanks to the start of a new fiscal year. Verification was given that the print quantity for AGIC Newsletters was up to 2,400 copies, but Ms. Larson indicated, based on the last two issues, that revenue from advertisements would contribute significantly toward covering printing and distribution costs. She also provided confirmation that approximately \$4,000 from the MAGIC '93 conference had been set aside as "seed money," which, if desired, could be used to cover GIS/LIS calendar costs until sufficient revenue was generated to support the project. Ms. Larson pointed out that funding for the AGIC Intern position would be an ongoing cost. However, given a positive balance of \$11,146, she suggested that some money might now be available to help subcommittees with any special projects. Subcommittee chairs were asked to let the Board know if they have any needs.

STRATEGIC PLAN - Mr. Franzman explained that Chris English was unable to attend. No one responded when input was requested regarding overall progress; so Mr. Franzman moved on to subcommittee reports.

Administrative & Legal - Having distributed more handouts, Ms. Larson expressed optimism that AGIC might see some progress regarding the State Cartographer's Office this year. She said the budget rules are very strict, but ASLD asked, in its budget request, that \$51,000 be reallocated for the State Cartographer. The chance of getting legislation to fund the State Cartographer's Office looks fairly good. Much effort has been directed toward explaining the importance of GIS to both the legislature and the budget office. Some individuals have already figured out that they can use maps for many things. A 2½-hour briefing has been developed and conducted for the Governor's Office. Organizers are trying to schedule additional sessions with the budget staff, the Joint Legislative Budget Committee (JLBC), and the legislative research staff. It is anticipated that such efforts will prove successful by the time the budget request for the State Cartographer reaches the legislature. To provide even greater visibility and nullify any possible misconception that GIS is only a state and federal issue, the subcommittee may also request letters of support from local representatives.

Ms. Larson said the subcommittee had also discussed putting together a proposal for handling potential administrative and legal ramifications associated with marketing GIS data and products. Draft copies may be given to some members for review. Basically, the subcommittee believes a revolving account could be established. AGIC would control the account and could set aside part of the revenues for data development. The subcommittee does not envision AGIC's having its own stores but believes that other ideas being used at Arizona Highways might be worth consideration. Partnering was emphasized as a key concept. Such cooperation will be crucial for any process to successfully get data out into private use and provide a significant source of funds for data development.

Participants were encouraged to attend "The Conference on Law and Information Policy for Spatial Databases" at Arizona State University (ASU) October 28 and 29. Ms. Larson distributed information on the conference and said it should help to bring higher-level attention to some critical issues. She said a paper was being developed regarding such topics as larger funding sources and legal constraints to sharing. Anyone with a "white paper" was invited to meet and discuss their ideas. Ms. Larson added that it would be good to get the Law School at ASU involved for some creative legal work because all ways do not necessarily lend themselves to the kind of cooperation needed. Seth Franzman asked Ken Osborn to share some very recent developments that might prove helpful. Mr. Osborn said he had been pursuing options for the past six months and had, ultimately, identified Texas and Arizona as states that he felt would benefit most from having a state liaison for mapping. He said he would be glad to discuss the matter further with AGIC's Administrative and Legal subcommittee. Ms. Larson and Mr. Franzman expressed appreciation for this new information and thanked Mr. Osborn for any help he can give without showing favoritism toward Arizona.

Data Resources - Gary Irish indicated that the Data Resources subcommittee had not met since the last Board meeting but that the working groups were making progress. The Geodetic Control group has completed a rough draft plan, which might require some modifications but will be reviewed by the Data Resources subcommittee before being submitted to the Board. The Land Parcels group was scheduled to meet on Wednesday, September 7. Mr. Irish said that, hopefully, everyone would be able to

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see some real progress before too long.

Education - In Chris English's absence, no individual update was available for the Education subcommittee. Sally Lanier confirmed, however, that group members were still working closely with the Information Exchange subcommittee.

Information Exchange - Given that the subcommittee's primary focus had been the GIS/LIS conference, which was listed separately on the agenda, Ms. Lanier elected to share her comments under that topic.

Technology - In Ben Froehlich's absence, no update was available for the Technology subcommittee.

GIS/LIS - For the benefit of anyone who might not already know, Sally Lanier announced that the GIS/LIS conference would be coming to Phoenix in the Fall of 1994 and that AGIC would be co-hosting this national conference instead of offering one of its own. Copies of the registration form were distributed. Ms. Lanier said she had taken the liberty of marking the AGIC membership box on the master copy. Those claiming AGIC membership and providing an Arizona address would be entitled to a discount, and AGIC would receive a percentage of their registration fees. Anyone still needing a program was advised to contact Marian Arnold, at (602) 542-4061.

Ms. Lanier called attention to the activities planned for Wednesday, October 26 (**Arizona Day**). She encouraged everyone to go that day, even if they could not attend the rest of the conference.

Gary Irish was asked to provide an update on the **technical tour**, being offered at the new Phoenix City Hall, only a few blocks from the conference site. He said the intention was to highlight, through posters, maps, and live demonstrations, GIS applications around the state. He added that Michael Collins, the AGIC Intern, had received only a few responses to his invitation to submit posters. Although the logistics could be explained later, commitments were needed right away for planning purposes. Therefore, those interested in participating in the poster exhibit were urged to contact Mr. Collins, at (602) 542-4060, as soon as possible. Federal and state representatives interested in giving live demonstrations were advised to contact Gary Irish, at (602) 542-4061, and those interested from local agencies were asked to contact Bill Bayham, with the City of Phoenix, at (602) 495-3629.

Sally Lanier surmised that, during the past few years, most participants at the Board meeting had probably seen the GIS calendars that were designed by Bill O'Sullivan-Kachel, of the Arizona Land Resource Information System (ALRIS), and produced by ALRIS and ASLD. These calendars were so well received that some individuals proposed creating similar commemorative **calendars** for distribution at the GIS/LIS conference this year. The idea was discussed extensively during the July Board meeting, in Flagstaff, and appeared promising. Such calendars would provide highly visible educational tools that would remain on display for at least a year. Charges could be levied for applications and/or advertisements appearing in the calendar, and extra copies could be sold to help cover costs. Ms. Lanier reported that Bill O'Sullivan-Kachel had done much preliminary research and, pending formal approval from AGIC, had sent out information regarding the project based on a consensus vote taken in Flagstaff.

Mr. O'Sullivan-Kachel commented that there are many good GIS applications in Arizona and that there are still a significant number of people who do not know about GIS, making this an opportune time for such a project. In a few years, as the technology becomes more widespread, the impact might not be nearly as great. The plan was to create a calendar that is somewhat larger than those in previous years and covers 15 months, November of 1994 through January of 1996. Coordinators proposed printing a minimum of 4,000 copies for the conference and 2,000 more for distribution throughout the state, preferably at no cost to AGIC. Each organization displaying an application in the calendar would be asked to prepurchase 100 copies at \$2 each, which would, hopefully, cover up-front costs. If not, with the Board's permission, funds could be borrowed from MAGIC '93 seed money and repaid as fees and proceeds arrive. Advertisers would be asked to pay \$600 per ad, and a price schedule would be established for sale of any extra calendars. In case final costs are higher and/or revenues are lower than projected, organizers requested that AGIC provide an additional "cushion" of up to \$2,000. Letters were sent to 250 people in the private sector, inviting them to submit applications, and 30 invitations were mailed regarding advertisements. Only five people responded to the initial round of invitations; so 90 more were sent out. Mr. O'Sullivan-Kachel said that a decision would need to be made within the next couple of weeks regarding whether to proceed with the project. He encouraged everyone to contact others they knew who might be interested in participating.

In response to questions and comments from Jon Chase, Rita Walton, and others, the following points of clarification were provided. (1) Reducing the number of calendars printed would not substantially reduce costs because setup charges constitute a very large portion of the printing costs. (2) Reducing the number of months or pages in the calendar would have to be evaluated carefully. Printing costs would decrease, but potential revenue from applications and advertisements would decrease as well. (3) Care must be taken not to violate the minimum quantities (6,000 copies of a 12-month calendar) already communicated to vendors. (4) The GIS Training & Applications Center (GTAC), Allen Instruments, the American Congress on Surveying and Mapping (ACSM), Environmental Systems Research Institute, Inc. (ESRI), and one other organization had already agreed to participate in the project.

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Seth Franzman suggested that the Board proceed with voting on the calendar project. Sally Lanier moved in favor of AGIC's supporting the project and authorizing an expenditure of up to \$2,000 from AGIC funds if costs exceed proceeds. The motion was seconded by Jon Chase and was unanimously approved.

Other comments relating to the GIS/LIS conference included another reminder for everyone to be sure to indicate their affiliation with AGIC and a proposal that AGIC pay for Michael Collins to attend the conference. In the course of discussion, it was decided that payment of the \$80 student rate for Mr. Collins should be sufficient. Therefore, Steve Wing offered a motion in favor of paying the \$80 for this purpose. The motion was seconded by Charles Hains, substituting for Wayne Hood, and was approved by everyone else present.

NSGIC REPRESENTATION - Seth Franzman indicated that, during the Flagstaff meeting, it was suggested that Chris English be sent as AGIC's representative to this year's National States Geographic Information Council (NSGIC) meeting, in Jackson Hole, Wyoming. Prior to the September Board meeting, however, he received word that Mr. English would not be able to attend after all. Mr. Franzman chose to postpone selection of another representative until later in the Board meeting.

When the topic was revisited, near the end of the meeting, Ken Osborn moved that Gene Trobia be sent as AGIC's representative and that AGIC appropriate funds to cover reasonable travel expenses plus the \$500 membership dues. The motion passed unanimously after being seconded by Charles Hains. Mr. Trobia accepted the assignment with the understanding that he might have to request that a third person be selected if his schedule prevented him from attending.

ELECTION OF OFFICERS - Lynn Larson said a call had been put out a couple of months earlier for anyone interested in serving as officers. No one responded to the call; so the nominating committee had to resort to recruiting. Having succeeded in finding a very good candidate who was willing to serve as Vice President of the Board, Ms. Larson asked Gene Trobia to tell a little about himself.

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Mr. Trobia said he was one of the first GIS interns with ALRIS. Since that time, he has worked for both the State of Utah and Pima County, Arizona. He is now Manager of the Information Systems Core Group for Pima County and has worked a total of approximately 15 years in the GIS field. Lynn Larson added that Mr. Trobia has a good knowledge of legal and procedural issues, which will be very important during the next couple of years.

With respect to the position of Secretary, Seth Franzman explained that Ms. Larson customarily volunteers to handle the function if no one else is interested. Given that the State Land Department already provides a great deal of support for AGIC, Mr. Franzman said this arrangement seems logical to him. A question arose regarding the one-term limitation originally specified in AGIC's Bylaws but was dismissed upon verification that the provision had since been removed.

Having heard no response to the invitation for additional discussion or nominations, Jon Chase proceeded to offer a motion in favor of nominating Gene Trobia for Vice President. Charles Hains seconded the motion, which passed with unanimous support. A motion from Steve Wing in favor of nominating Lynn Larson for Secretary of the Board was seconded by Sally Lanier and was, likewise, approved.

During preparation of ballots and counting of votes, other business was transacted. After the ballots were collected, Diana Barnes Freshwater and Don McTaggart agreed to help tally the votes and, ultimately, reported that both Gene Trobia and Lynn Larson had been elected unanimously with 18 votes in favor of their serving as Vice President and Secretary, respectively, and no opposing votes.

ARIZONA STATE BOARD ON GEOGRAPHIC AND HISTORIC NAMES - Tim Norton, an Officer with the Phoenix Police Department, thanked AGIC for allowing him to give his presentation. As Chairman of the Arizona State Board on Geographic and Historic Names (ASBGHN), he is trying to make other groups aware of the Board and the reason for its existence.

Mr. Norton said it became Arizona's public policy, in 1945, that features be known by their current names so that they can be traced through historical records in the future. ASBGHN evolved from a Board originally established in 1982 to help ensure that names of places and features in Arizona (e.g., Skull Valley and the Superstition Mountains) are accurate and consistent on all maps and governmental records. Federal maps must show the same names, once they are approved by the U.S. Board. ASBGHN does not get involved with street names; they are under local jurisdiction.

The State Board is composed of groups defined in statute, including Arizona's Departments of Commerce, Economic Security, and Transportation. Other groups (e.g., Arizona State Land Department and Arizona Department of Library, Archives, and Public Records) have been appointed to ASBGHN by the Governor. Northern Arizona University is one of the most recent additions, new to ASBGHN this year.

ASBGHN meets quarterly (on the first Wednesday of February, May, August, and November) to process requests for new names and name changes. Meetings are open to the public, and an opportunity is given for public comment. The Board often encounters names that reflect humor, ethnic flavor, and various other qualities. Names that are derogatory or deal with race, however, are generally not approved. To enable the Board to verify that a proposed name is appropriate (e.g., mountain versus butte), that it does not duplicate a name already in use, and that the location has been correctly defined, field investigations and a great deal of research are sometimes required. Two individuals currently working with ASBGHN are Dale Steele and Leslie Anderson, of Arizona's Department of Library, Archives, and Public Records. Mr. Steele frequently does research work for the Board.

Mr. Norton suggested that questions be directed to either Dale Steele, at (602) 542-3701, or Leslie Anderson, at (602) 542-4035. Brochures relating to ASBGHN and its work are also available, through Ms. Anderson.

AGIC INTERNET SITE - Based on discussions with Curtis Overall, in the Computer Operations section at the State Land Department, and others within the Department of Administration (ADOA), Gary Irish requested endorsement of AGIC's continued use of the Internet. He said that using the Internet would present a good opportunity to increase communication between AGIC and members of the public. Michael Collins was invited to provide further details.

Mr. Collins began by introducing himself. A graduate student at ASU with a background in environmental planning, he is also working currently as AGIC's GIS Intern. Mr. Collins said he felt it was important to put AGIC on-line with the "information superhighway" because more and more communications will be conducted this way in the future. Upon distributing a handout containing instructions for using the Internet, he highlighted some key points. Access to the Internet has been achieved through cooperation with ADOA, whose computer equipment is being used. Therefore, the FTP address shown on the handout was for ADOA. Files containing a variety of information on AGIC, including meeting dates, have been entered into subcommittee directories. Each directory contains its own "README.DOC" and "MEETINGS.DOC" files. Mr. Collins proposed that AGIC sanction continued participation in the Internet, saying it would put AGIC "on line" and could prove very helpful in any educational campaigns. Unsure of how many organizations already have access, he asked for a show of hands before inviting comments and questions.

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During the discussion that followed, Steve Wing obtained confirmation that all known E-Mail addresses had already been included and that others could be added upon request. Jon Chase asked whether it would make sense to distribute subscriptions to the AGIC Newsletter through the Internet, prompting Lynn Larson to wonder how such a move might affect advertising. Responding to a question from Steve Foley, Mr. Collins explained that there would be no direct cost for electronic distribution but that information would be put on the Internet as an official part of the AGIC Intern's function; so time spent entering and editing information would be added into the Intern's work hours.

Gary Irish clarified that the project was originally set up as an experiment. Board members and others who regularly participate are already in the information flow, but everyone else must generally wait for AGIC Newsletters to find out what is happening. Conceding that there are still many unknowns, Mr. Irish requested some indication of whether AGIC was interested in endorsing the AGIC Intern's continuing to put minutes and other AGIC-related items on the Internet. Don McTaggart responded with a motion in favor of continuing the effort. Gene Trobia and Jon Chase seconded, and the motion passed unanimously.

MISCELLANEOUS ANNOUNCEMENTS - Mr. Franzman took advantage of the opportunity to hand out certificates while awaiting the election results. He asked Chuck Hutchinson to deliver one to Stuart Marsh, of the University of Arizona (U of A). The other certificate was presented to Ken Osborn, of the U.S. Geological Survey (USGS). Mr. Franzman welcomed Mr. Osborn to AGIC's Executive Management Board and thanked him for his participation over the last several months. He also welcomed Sally Lanier, whose appointment as representative for the Arizona Game and Fish Department (AGFD) had finally been made official, and announced that Lee Dexter would be representing Northern Arizona University (NAU). The certificates for Ms. Lanier and Dr. Dexter had not yet been received, only notification of their appointments. No other announcements were voiced.

CALL TO PUBLIC - Dale Steele invited everyone to take brochures regarding the State Board on Geographic and Historic Names. The topic of NSGIC representation was also revisited at this point and was resolved as indicated under that heading.

NEXT MEETING - Seth Franzman announced that the next Executive Management Board meeting was being planned for Thursday, November 3, in Tucson. *[Since then, the location has been changed to **Building B, Room 202 (Wyoming Room)** of the U.S. Bureau of Land Management's National Training Center, located at 9828 North 31st Avenue, Phoenix.]*

The September Board meeting was adjourned at 3:17 p.m.